Budget	ETTER	NUMBER:96-13
SUBJECT: 1997-98 SALARIES AND WAGES GALLEY AND POSITIONCOST ESTIMATES		DATE ISSUED: AUGUST23, 1996
REFERENCES:		SUPERSEDES: BL 95-09

TO: Departmental Budget Officers

Department of Finance Budget Staff

FROM: DEPARTMENT OF FINANCE

Note: Departmental Budget Officers will receive an additional copy of this transmittal letter with the Initial 1997-98 Salaries and Wages galley. Salaries and Wages galley will not be attached for other recipients of this Budget Letter.

I. SALARY AND WAGES GALLEY

Attached are two copies (control proof copy and departmental copy) of the initial Salaries and Wages galley (Schedule 7A) prepared from the Controller's payroll records of "Established Positions" adjusted to reflect departmental input on the Finance Conversion Code Report (FCC) for formatting, sequencing of data, and printing of totals. As in past years, these galleys are double spaced to facilitate the recording of changes and are to be used for submission of your 1997-98 Salaries and Wages Supplement to the Department of Finance (DOF).

The State Controller's (SCO) has released directly to departments the Schedule 8 Tabulation, the supplemental tabulations for Schedule 8 and Schedule 7A, and the Blanket Position Expenditure Report. All adjustments made to these tabulations *must be recorded on the Salaries and Wages galley* in accordance with the guidelines outlined in State Administrative Manual (SAM) Sections 6115, et seq. Attachment A describes the documents used in development of the Salaries and Wages Supplement. Attachment B describes the steps to adjust the initial Schedule 7A to the correct authorized amounts.

Unless there are special circumstances which departments can justify to their DOF Budget Analyst, departments must comply with the following instructions in preparing their Schedule7A for 1997-98:

- a) Employee Compensation Program -- The State has reached agreement with only one of the collective bargaining units representing State employees (CBU #5). Therefore, there are no instructions for making budget adjustments for employee compensation at this time. Instructions will be issued when the outcome of the collective bargaining process is determined.
- b) Career Executive Appointment (CEA) Positions -- The initial Schedule 7A reflects all CEA positions for an organizational unit as "CEAI-V". Departmental staff must split the CEA classes to show each level and dollar amount separately.
- c) Merit salary adjustments (MSA) -- MSA expenditure projections are included on the Schedules7A and 8 as in the past. However, no funding has been provided in the 1996-97 Budget Act for MSAs and any costs incurred by departments must be absorbed from within existing resources.

- d) Permanent employees -- Generally, all permanent employees (full-time and part-time) must fill established positions and not be budgeted in blanket authorizations.
- e) Partial-year authorizations -- Partial year adjustments are being discontinued in the 1997-98 Governor's Budget. Therefore, any positions that are not authorized for a full fiscal year, must be shown with the net personnel year count and the net associated dollars. Refer to Budget Letter 96-12 for instructions.
- f) Temporary Help authorizations -- Display personnel years for all three years, including personnel years for student assistants and other personnel used for purposes described in SAM Section 6209. Do not include permanent employees (part-time or full-time) other than permanent intermittent in the Temporary Help authorizations.
- g) Overtime -- Budget as a separate line entry. Do not display personnel years for overtime.
- h) Reorganizations -- Only those approved reorganizations that were reflected in the updated Finance Conversion Code (FCC) report issued by the State Controller have been included in the Schedule 7A galley. Any subsequent reorganizations which are proposed for the 1997-98 Budget must first be approved by the DOF. Upon approvals the reorganization must be reflected in the Changes in Authorized Positions schedule in a condensed version rather than through extensive changes to the Schedule 7A.
- i) Vacant positions on Schedule 7A -- Budget vacant positions at the first step of the appropriate classifications.
- j) Vacant Positions (October 1 June 30) Government Code Section 12439 requires the Controller to abolish positions vacant for the entire last 9 month period of a fiscal year. Therefore, these positions do not appear on the Schedule 7A. The only exceptions are exempt positions and instructional- related positions for California State University. Departments may not restore any abolished positions to the Schedule 7A unless the abolishment was due to a technical error and a written request to continue the position is approved by the DOF.
- k) Vacant positions within interchangeable classes -- Budget vacant positions within interchangeable classes at the <u>minimum step</u> of the: (a) lowest salary range for groups consisting of two classes; (b) middle salary range for groupings which contain an odd number of classes; or (c)lowest salary range of the lowest classification of the two middle classes for groupings which contain an even number of classifications in excess of two.
- Subtotals -- Add three line entries on the 7A galleys after the department's "Totals, Authorized Positions" line as follows:
 - o Regular/Ongoing positions and dollars for all three years
 - o Temporary Help personnel years and dollars for all three years
 - o Overtime dollars only for all three years

Also, please complete the Positions and Expenditures, Form DF-4, (AttachmentC). The recorded information is used to develop Schedule 4, Personnel Years and Salary Cost Estimates, and Schedule 5, Positions and Salary Cost Estimates, for inclusion in the 1997-98 Governor's Budget Summary. Preliminary totals based on amounts included in the 1996-97 Governor's Budget for constitutional, statutory and exempt positions have been preposted for the current and budget years on the forms for those departments which have such positions. The personnel years and dollar amounts for civil service (including all blankets) are to be computed by departments and inserted on the FormDF-4. Dollar amounts on the Form DF-4 must be in thousands.

Attachment D is a list of standard abbreviations used in the salary schedules.

Please return the control copy of the completed Schedule 7A galley, the updated and corrected FormDF-4, Schedule 8 List of Errors (SAM Section 6116.7), and the Schedule 8 Summary to the DOF as soon as possible, but no later than the printing schedule date established by your DOF Program Budget Manager.

If you have any questions regarding the Salaries and Wages Supplement galley, please contact your DOF Budget Analyst. If you have any questions regarding FormDF-4, Positions and Expenditures, please contact Teresa Bierer or Les Ouchida at (916) 322-5540 or (leased line) 492-5540.

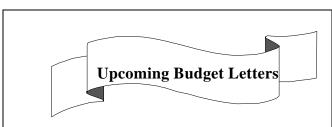
Carl Rogers

Program Budget Manager

Carl Kigen

Attachments

I:WP\WRDINDEX\FO\EDITOR\S&WBL.TAB



- Past, Current and Budget Year Schedule 10s
- Processing Initial Schedule 10Rs

DOCUMENTS USED IN THE DEVELOPMENT OF THE SALARIES AND WAGES SUPPLEMENT

<u>Finance Conversion Code (FCC) Report</u> -- The FCC Report and instructions were released to State agencies by the Controller's Office. Departments were requested to review this report and make all required changes to enable the Controller to arrange the information from the Uniform State Payroll System database to prepare the computer tape for printing the salaries and wages Schedule7A galleys. Proper updating of the FCC Report ensures that galleys will be in the desired format with proper sequencing, indentations and totals, which will eliminate and/or minimize manual changes on the galleys at a later date.

<u>Schedule 7A Galley</u> -- The Schedule 7A galley represents a summary listing of all authorized regular/ongoing positions by classifications within each reporting unit from the State Controller's payroll records of "Established Positions". Essentially, the 7A galley proof summarizes the Schedule8 detailed information. (The total number of positions on the Schedule 8 equals the combined totals shown on the Schedule 7A and Supplementary Schedule 7A.)

Supplementary Schedule 7A -- This listing provides information on positions and expenditures which were not included in the Schedule 7A because the Agency/Reporting Unit Codes were not shown on the Finance Conversion Code described above. Departments must manually add the information on the Supplementary Schedule 7A to the Schedule 7A.

<u>Schedule 8</u> -- A listing of approved established regular/ongoing positions with related personnel information, including past-year expenditures by class code and estimated expenditures for the current and budget year of each position. (The total number of positions on the Schedule8 equals the combined totals shown on the Schedule7A and Supplementary Schedule 7A).

<u>Supplementary Schedule 8</u> -- A listing of current and budget year information on employees for which there are no established positions (by Form 607 action) to continue beyond June30 of the past-year, or for those positions with a non-existent class code. Past-year expenditures, if any, for these employees are displayed on the Schedule 8.

<u>Form DF-4</u> -- A machine generated report prepared by the Department of Finance (DOF) reflecting the total number of Civil Service, Constitutional, Statutory, and Exempt positions authorized for the current year as reported in the current (1996-97) Salaries and Wages Supplement publication. The current authorized level is continued into the budget year (1997-98).

The Form DF-4 is to be corrected and/or updated as necessary and returned to DOF attached to the Schedule 7A. To complete the Form DF-4, the department budget offices must:

- 1. Correct for errors.
- 2. Update by increasing or decreasing the respective authorized levels based on recent constitutional or statutory changes.
- 3. Report Past-Year/Personnel-Years Expended based on Schedule8 reports from the State Controller's Office include all blankets).
- 4. Insert authorized civil service positions (include all blankets).
- 5. Add and post position totals.
- 6. Correct and update "Expenditures" columns (in thousands) to correspond with changes for "Personnel-Years" and "Positions". Overtime has no P.Y. count, but is included in dollars.

7. The "Totals, Authorized Positions" line (both positions and dollars) must agree with the totals on the Schedule 7A and should be carried to and posted on the Summary-by-Object schedule on budget galley for beginning "Authorized Positions".

<u>Inventory of Vacant Positions</u> -- This inventory shows positions continuously vacant between October 1, 1995, and June 30, 1996, which have been abolished pursuant to Government Code 12439.

<u>Blanket Position Expenditure Report</u> -- A listing of established blanket numbers (for overtime, temporary help, seasonal, etc.) with the corresponding amount and personnel years expended, and the remaining balance.

<u>Standard Form 607</u> -- Form 607 position documents received by the Controller by June 15 are normally reflected on the Controller's reports.

<u>Schedule 8 Summary Reconciliation</u> -- This summary schedule is prepared by departments to reconcile the total authorized number of positions listed in the 1996-97 Governor's Budget as amended by the Final Change Book. Differences in the number of positions are to be explained with references to documents for supporting the changes (see SAM Section 6118).

<u>Payroll Certification Notice</u> -- Upon completion of the Schedule 8 Summary reconciliation, departments prepare a <u>certification</u> notice to the Controller for continued payment of established positions (see SAM Section 6210).

STEPS TO COMPLETE SALARIES AND WAGES SUPPLEMENT

All of the documents described in Attachment A are used in the development of the final Salaries and Wages Supplement. The following basic steps illustrate the reconciliation process for position totals between the initial Schedule 7A galley and the final printed Salaries and Wages Supplement.

	1995-96	1996-97	1997-98
Schedule 7A	XXXX	XXXX	XXXX
Adjustments from Supplementary Schedule 7A as Appropriate:	+ X	+ X	+ X
Subtotals (Equals Schedule 8)	XXXX	XXXX	XXXX
Adjustments from Supplementary Schedule 8 as Appropriate:		+ X	+ X
Add Blanket Positions	+ X	+ X	+ X
Add Back Abolished Positions			
Continuously vacant positions which were automatically dropped but subsequently cleared by Department of Finance for retention. (List at the bottom of the Schedule 7A galley the remaining vacant positions abolished pursuant to the provisions of Government Code 12439).			+ X
Position changes (increase or decrease) per Legislature and Governor's vetoes (Change Book)		<u>+</u> X	<u>+</u> X
Totals These amounts must reconcile to the position totals in the previous Governor's Budget as adjusted by the position changes in the Final Change Book. Any difference must be footnoted on the Schedule 7A galley.	XXXX	XXXX	XXXX

POSITION CLASSIFICATION ABBREVIATIONS USED IN ISSUE DETAIL

academic year. acad yr account(s) acct(s) acct(s) electronic data processing EDP account(s). acct(s) electronic data processing EDP operator. Oper		SITION CLASS oreviation	SIFICATION ABBREVI Word Ab	ATIONS USED breviation	Word	Abbreviation
account(s) acct(s) acct(s) accott account(s) account account(s) acct account(s) acct account(s) acct administrative. adm admin administrative. administrative administrative aff affirs affirmative aff engineer engineer engineer engineer planning. plan affirmative agri environment environ prevention. prev agriculture agri environmental environ prevention. prev agriculture agri environmental environ prevention. prev appliance. appl appointment appt equipment equipment equipment. apprentice apprint evaluation. eval appointment. assess executive exec property. program(s)	academic vear	acad vr	electrical	elec	operations	one/oner(e)
accounting accig administrative adm adm administrative administrative administrative administrative administrative administrative affire agricultural agricultura						
administrative. admin admin				sing EDF		
administration. admin advisors advisor affairs. affis andvisor affairs. affis engineer engineering engry planning. p						
advisor advr affise and affise angineer engr planning planning plan affirmative aff engineer engr planning planning planning affirmative agricultural agric agriculture agri environmental environ prevention prevention appliance. A genual employment environmental environ proversion proves appliance appliance appliance appliance appliance appliance appointment appri opportunity. EEC production prod appointment appri equilibrium apprince appointment appri evaluation eval program(s) prof(s) apprentice apprint evaluation eval program(s) prof(s) apprentice apprint evaluation eval program(s) prof(s) apprentice assessment assess executive exec property proj assistant. asst executive exec property proj assistant. asst executive exec property proper automotive auto field. FF public psychiatric. psych attorney atty federal fund. FF public psychiatric. psych attorney atty federal fund. FF public psychiatric psych attorney atty field. fill recreation recreation property public psychiatric psych attorney atty field. If the public psychiatric psych attorney atty field. FF public psychiatric psych proproduction recred to pure attyrity psychiatric psych psychiatric psych public psychiatric psych psych psychiatric psych psych psychiatric psych psych psych psych psyc					personnei	pers
affirmative aff affirmative aff affirmative aff affirmative affirm						
affirmative aff engineeing engring power prevention prev agriculture agri environmental envirint principal prin processing processin						
agricultural agric environment. envirnt prevention prev agriculture agri environmental envirnt principal p						•
agriculture agri environmental envirntl principal principal and. & equal employment processing processing procesping processing procesping professional(s) prof(s) prof(s) apprentice apprint equipment equipment equipment professional(s) prof(s) apprentice apprint equipment eq						
and. & equal employment EEO processing procesory appointment. appt apprentice apprint appointment. appt apprentice. apprint assess propertice. apprint equipment. equipt professional(s) prof(s) assessment. assess examination. exam program(s) pgrmy/prof(s) assessment. assess examination. exam program(s) pgrmy/prof(s) assessment. assess examination. exam propertic. pgroj assistant. assist executive exec property. prop assistant. assist executive exec property. prop assistant. assist executive exec property. prop property property property property. prop assistant. assist executive exec property. prop assistant. assist executive exec property. prop property property property property. prop assistant. assistant						
appliance appl opportunity. EEO production prod appointment. appt appointment. appt appointment. appt appointment. appt appointment. appt appointment. appt apprentice apprint evaluation eval program(s) profissional(s) prof(s) apprentice apprint evaluation eval program(s) program(s) prof(s) apprentice apprint evaluation eval program(s) prof(sio prof(s) assessment assess examination eval program(s) prof(sio prof(s) assessitant asst executive exec property prop associate assoc federal fed property prop associate assoc federal fed property prop prosecution associate assoc federal fed property prof prof prof prof prof prof prof prof				envirntl		
appointment. apptt equipment. equipt professional(s) prof(s) apprentice apptnt apprentice apptnt apsentice apptnt assessment. assess examination eval program(s) pgrm/prog(s) assistant asst executive exec property proj passistant asst executive exec property proj project p			equal employment		processing	proc
apprentice				_		
assessment. assess examination exam project. project proparts assistant assi						
assistant. asst executive exec property. prop associate assoc federal	apprentice	. apprnt	evaluation	eval	program(s)	pgrm/prog(s)
associate assoc federal fed psychiatric. psych automorive auto federal fund. FF public. publ automorive auto field. If defer fund. FF public. publ recreation. recr bilingual-bicultural bi/bi general. gen record(s). recd(s) follogy biol government. gov registration. red probated baranch br/brch baranch br/brch baranch br/brch building. bldg health. hlth reimbursement. reimburses. bus highway. hwy reproduction. reprod Dept. of Transportation Caltrans calculator calc hydroelectric hyd river. residential rescalculator calc hydroelectric hyd river. retriement retreated appointment. CEA information info section section. section section. section section insurance inspector inspector inspector inspector. onspector inspector inspector. onspector inspector inspector inspector. onspector inspector inspector. onspector. onspector inspector inspector. onspector. o					project	proj
automotive auto field	assistant	. asst			property	prop
automotive auto bilingual-bicultural bilibi general. gen record(s) recd(s) biology board. bd government. gov registration. reds povernment. gov registration. reds government. gov reds government. reimb handicap. hdcp rehabilitation rehab building. bldg health. hlth reimbursement. reimb bureau. bur high occupancy vehicle HOV representative. reproduction. government. gove	associate	. assoc	federal		psychiatric	psych
automotive auto bilingual-bicultural birbi general gen record(s) recd(s) biology biology biol government. gov registration. regis board. bd governmental govt regulatory. registration. burland. bd governmental govt regulatory. registration. registration. burland. b	attorney	. atty	federal fund	FF	public	pub
biology biol board bd governmental govt registration regis board. bd governmental govt regulatory, reg branch. br/brch building. bldg bureau. bur high occupancy vehicle HOV representative. repubusiness. bus highway hwy reproduction reprod Dept. of Transportation Caltrans hospital hosp residential rescalculator calc apt hydroelectric hyd river retrement retrement retrement are retreated executive appointment. CEA information info secretary secty appointment. CEA information info secretary secty appointment. Centrict inheritance inh senior. serior center contr/ctr inheritance inh senior. serior serior center control. comp instructional institutional institutional institutional institutional institutional intergovernmental southern. So construction. construction. construction. construction intergovernmental statistics. stati control. children correctional correctiona	automotive	. auto	field	fld		
biology biol board bd governmental govt registration regis board. bd governmental govt regulatory, reg branch. br/brch building. bldg bureau. bur high occupancy vehicle HOV representative. repubusiness. bus highway hwy reproduction reprod Dept. of Transportation Caltrans hospital hosp residential rescalculator calc apt hydroelectric hyd river retrement retrement retrement are retreated executive appointment. CEA information info secretary secty appointment. CEA information info secretary secty appointment. Centrict inheritance inh senior. serior center contr/ctr inheritance inh senior. serior serior center control. comp instructional institutional institutional institutional institutional institutional intergovernmental southern. So construction. construction. construction. construction intergovernmental statistics. stati control. children correctional correctiona	bilingualbicultural	. bi/bi			record(s)	recd(s)
board. bd governmental govtl regulatory. reg branch bir/brch. handicap hdcp rehabilitation rehab building bldg health hlth reimbursement. reimb bureau bur high occupancy vehicle HOV representative. rep business bus highway hwy reproduction reprod Dept. of Transportation Caltrans calc calculator calc captain capt hydraulic hyd retirement ret captain capt hydroelectric hyd river rvr career executive identification id secretary sectly appointment. CEA information info section ser/sect center cntr/ctr inheritance inh senior sr certification cert inspector inspector inspector inspector inspector inst service service service compensation composation composation composation composation composation construction constr						
branch br/brch bidding bldg health hith hith pureau bur high occupancy vehicle HOV representative reimb bureau bur high occupancy vehicle HOV representative repubusiness bus highway hwy reproduction. reprod pusiness bus highway hwy reproduction reprod pusiness bus highway hwy reproduction reprod pusiness bospital hosp residential rescalculator calc hydraulic hyd retirement ret ret ret captain capt hydroelectric hyd river rvr career executive appointment CEA information ind secretary secty appointment CEA information info section sec/sect center cntr/ctr inheritance inh senior sr certification cert inspector insp sergeant sgt chemistry chem institutional inst service serv clerk clk instruction ininst social static construction const inituational initiatic coordinator construction intergovernmental standards static corror corror intergovernmental standards static corror corror intergovernmental intergovernmental standards static corror corror intermediate intert stenographer stenographer stenographer stenographer stenographer stenographer stenographer supprocretions corror intermediate intert supprision subprocretions corror intermediate intent supprision subprocretional corror laboratory lab supervision supvrocriminal crim level of care LOC supervision supvrocriminal crim level of care LOC supervisor supprision supprisi						
building blug bureau bur high occupancy vehicle HOV representative reproduction reprod bept. of Transportation Caltrans calculator calc calc hydraulic hospital hosp residential rescalculator calc capt hydroelectric hyd river rerectaptain capt captain capt hydroelectric hyd river rerectagation capt dentification id secretary secty appointment CEA information info section sec/sect center cntr/ctr career executive inheritance inh senior sec/sect center cntr/ctr chem institutional inst senior sec/sect center clk instruction inispector inspector inspector inspector inspector instruction inst service serv clerk clk instruction inst social soc compensation cons insurance inst social soc conservation cons insurance inst specialist spec construction construction construction construction construction intergovernmental instatics staticorroridator coord intermediate inter stenographer steno corporate corp international intril subdivision sub correctional corr junior jr superintendent supt correctional corr junior jr superintendent supt correctional crim level of care LOC supervisorial supvry corriminal crim level of care LOC supervisorial supvry department dept dept dept management mgr mgr technical techni						
bureau						
business bus highway hwy reproduction reprod Dept. of Transportation Caltrans calculator calc hydraulic hydraulic hydraulic retirement ret captain capt hydroelectric hyd river rvr career executive appointment CEA information info section sec/sect center cntr/ctr cartification cert inspector inspector inspector inspector inspector inspector service servicer conservation comp instructional instst social social soconservation cons insurance ins specialist specialist specialist specialist specialist service service.	_					
Dept. of Transportation Caltrans calculator calc hydraulic hydrolectric hydrolectric captain captain capt hydroelectric hydrolectric retrievent retrieve					•	•
calculator calc captain						
captain capt hydroelectric hyd river rvr career executive appointment. CEA information info section sec/sect center. cntr/ctr inheritance inh senior. Sr certification cert inspector inspector sergeant. Sgt chemistry chem institutional instit service serv clerk. clk instruction inst social soc compensation. comp instructional instit social soc compensation. cons insurance insurance insurance southern. So construction. construction. construction. construction. control intergovernmental standards stats control. cntrl intergovernmental intergover statistics. Stat control corporate corp international intitut subdivision. Sub corrections corrs junior jr superintendent suptrocorrections corrs junior. Jr superintendent supprocurriculum curricurric licensing lic supervisor supprocuring tab departmental dept manchine mach tabulating tab departmental develent development devidevelmt development devidevelmt development devidevelmt development devidevelmt development devidevelmt development devide month, and in transportation. The development duplicating duplicating dup occupational occ office office vocational occ vectoring duplicating dup						
career executive appointment						
appointment CEA information info section sec/sect center		. oapt	identification	id		
center		CEA				
certification cert inspector insp sergeant. sgt chemistry chem institutional institutional service serv clerk clk instruction inst social scoc compensation comp instructional institutional social social scoc compensation cons insurance ins specialist spec construction construction construction construction control intergovernmental standards stds control cort intergovernmental standards stds control cort intergovernmental standards stds control statistics statt coordinator coord intermediate inter corporate corp international intergovernmental suddivision sub corrections corrs junior jr superintendent supprocrections corrs junior jr superintendent supprocrectional corr laboratory lab supervising supving county co leadership ldrshp supervisor supving curriculum curr/curric licensing lic supervisor supving curriculum curr/curric licensing lic supervisory supving department dept machine mach technical tech deputy dep management mgt/mgmt technical tech deputy dep management mgt/mgmt technical techn determination(s) determ(s) development dev/develmt mechanical mech teletypewriter TWX disability dis medical med television TV dispatch. disp member mbr training transportation transp division dup occupational occ veterinary vet econoic econ office office office vocational voc						
chemistry chem institutional instl service serv clerk clerk clk instruction inst social socia						
clerk clk instruction inst compensation comp instructional instl southern so conservation cons insurance ins specialist spec construction construction intergovernmental standards stats control control intergovernmental standards stats control corporate corp international internediate inter stenographer steno corporate corre international international internetional supervision sub corrections corre junior jr superintendent super correctional corre laboratory lab supervising supving county co leadership ldrshp supervisor supvir data processing. DP lieutenant lieut system(s) sys(s) department dept machine mach tabulating tab departmental depti management mgt/mgmt technical tech developmental develmt developmental develmt managerial mgrl telecommunication telecomm developmental disability dis medical mech during district dist month mo transactions transp drafting duplicating dup occupational occ vocational vocatio						
compensation. comp conservation. cons insurance insurance insurance insurance. specialist. spec construction. construction. construction. construction. construction. control. control. control. control. control. corrections. corrections. corrections. corres junior. jr superintendent. subdivision. sub correctional support correctional interndent support supports support supports correctional co	•					
conservation constru insurance insurance insurance standards stds control contru intergovernmental standards stds control contru intergovernmental standards stds control cord intermediate inter stenographer. steno corporate corp international intntl subdivision. sub corrections corrs junior jr superintendent supt correctional corr laboratory. lab supervising supvng county co leadership ldrshp supervisor supvr criminal crim level of care LOC supervisorial supvrl curriculum curr/curric licensing lic supervisory supvry data processing. DP lieutenant lieut system(s) sys(s) department dept machine mach tabulating tab departmental deptl maintenance maint technical tech deputy dep management mgt/mgmt technical tech development development developmental mechanical mech developmental develum managerial mgrl telecommunication. telecomm developmental disp member mor training trng district dist month mo transactions trans division. div mountain mt transportation. transp drafting dup occupational occ veterinary vet econoic econ office occ ofc vocational vocations.						
construction						
control						•
coordinator coord corporate corp intermediate inter subdivision sub corrections corrs junior jr superintendent supt correctional corr laboratory lab supervising supvrocunty co leadership ldrshp curriculum crim level of care LOC supervisorial supvrocurriculum curr/curric licensing lic supervisorial supvrodata processing DP lieutenant lieut system(s) sys(s) department dept machine mach departmental dept management mgt/mgmt determination(s) determ(s) determ(s) manager mgr technical techn development dev/develmt managerial mgrl telecommunication telecomm developmental develmtl mechanical mech teletypewriter TWX disability dis medical med television TV dispatch disp member mbr training trng district dist month mo transactions trans division duv dup occupational occ veterinary vet econoic econ office ofc			•			
corporate						
corrections corrs correctional corr laboratory lab supervising supvng county co leadership ldrshp supervisor supvr criminal crim level of care LOC supervisorial supvrl curriculum curr/curric licensing lic supervisory supvry data processing. DP lieutenant lieut system(s) sys(s) department. dept machine mach departmental deptl maintenance maint technical tech determination(s) determ(s) manager. mgr technology tech development development developmental develmt mechanical mech dispatch di						
correctional corr county co leadership ldrshp supervisor supvry criminal crim level of care LOC supervisorial supvrl curriculum curr/curric licensing lic supervisory supvry data processing DP lieutenant lieut department dept machine mach deputy determination(s) determ(s) development development developmental develntl mechanical mech developmental dispatch dispatch dispatch dispatch distinct distinct months. Ty dispatch dispatch dispatch dispatch dispatch dispatch dispatch dispatch dup occupational occ veterinary vet econoic econ office occ ofc vocational supvrl supvry s						
county commendation comments and comments are considered as a						-
criminal crim curriculum curr/curric data processing. DP lieutenant lieut system(s) supervisory supvry data processing. DP lieutenant lieut system(s) sys(s) department dept machine mach departmental dept maintenance maint technical tech deputy. determination(s) determ(s) manager manager manager technology tech development development developmental develmt managerial mgr telecommunication telecomm developmental disability dis medical mech dispatch dispatch dist month mo transportation transportation transportation dup occupational occ veterinary vet econoic econ office occident occidence in the curriculum supervisory in curriculum supervisory supervisory supervisorial supervisorial supervisorial supervisorial supervisory supervisory supervisory supervisory supervisory supervisory supervisory supervisory veterinary veterinary veterinary veterinary vecen supervisory supervisory vecen of supervisory supervisory supervisory vecen supervisory supervisory vecen supervisory supervisory supervisory vecen supervisory supervisory vecen supervisory vecen supervisory supervisory vecen supervisory vecen supervisory supervisory vecen superviso						
curriculumcurr/curric data processingDP lieutenantlieut machinesupervisory 						
data processing.DPlieutenant.lieutsystem(s).system(s)department.deptmachine.machtabulating.tabdepartmental.deptlmaintenance.mainttechnical.techdeputy.depmanagement.mgt/mgmttechnician.techndetermination(s).determ(s)manager.mgrtechnology.techdevelopment.dev/develmtmanagerial.mgrltelecommunication.telecommdevelopmental.develmtlmechanical.mechteletypewriter.TWXdisability.dismedical.medtelevision.TVdispatch.dispmember.mbrtraining.trngdistrict.distmonth.motransactions.transdivision.divmountain.mttransportation.transportation.transportation.transportation.transportation.transportation.transportation.transportation.transportation.transportation.transportation.transportation.transportation.transportation.transportation.transportation.transportation.toduplicating.dupoccupational.occveterinary.veterinary.veterinary.veterinary.veterinary.					-	•
departmentdeptmachinemachtabulatingtabdepartmentaldeptlmaintenancemainttechnicaltechdeputydepmanagementmgt/mgmttechniciantechndetermination(s)determ(s)managermgrtechnologytechdevelopmentdevelopmentmechnicalmgrltelecommunicationtelecommdevelopmentaldevelmtlmechanicalmechteletypewriterTWXdisabilitydismedicalmedtelevisionTVdispatchdispmembermbrtrainingtrngdistrictdistmonthmotransactionstransdivisiondivmountainmttransportationtranspdraftingdrftgnonsupervisorynonsupervisorytypingtypduplicatingdupoccupationaloccveterinaryveterinaryveterinaryeconoiceconofficeofcvocationalvoc						
departmentaldeptlmaintenancemainttechnicaltechdeputydepmanagementmgt/mgmttechniciantechndetermination(s)determ(s)managermgrtechnologytechdevelopmentdev/develmtmanagerialmgrltelecommunicationtelecommdevelopmentaldevelmtlmechanicalmechteletypewriterTWXdisabilitydismedicalmedtelevisionTVdispatchdispmembermbrtrainingtrngdistrictdistmonthmotransactionstransdivisiondivmountainmttransportationtranspdraftingdrftgnonsupervisorynonsupervytypingtypduplicatingdupoccupationaloccveterinaryveteconoiceconofficeofcvocationalvoc						
deputydepmanagementmgt/mgmttechniciantechndetermination(s)determ(s)managermgrtechnologytechdevelopmentdev/develmtmanagerialmgrltelecommunicationtelecommdevelopmentaldevelmtlmechanicalmechteletypewriterTWXdisabilitydismedicalmedtelevisionTVdispatchdispmembermbrtrainingtrngdistrictdistmonthmotransactionstransdivisiondivmountainmttransportationtranspdraftingdrftgnonsupervisorynonsupervytypingtypduplicatingdupoccupationaloccveterinaryveteconoiceconofficeofcvocationalvoc						
determination(s)determ(s)managermgrtechnologytechdevelopmentdev/develmtmanagerialmgrltelecommunicationtelecommdevelopmentaldevelmtlmechanicalmechteletypewriterTWXdisabilitydismedicalmedtelevisionTVdispatchdispmembermbrtrainingtrngdistrictdistmonthmotransactionstransdivisiondivmountainmttransportationtranspdraftingdrftgnonsupervisorynonsupvrytypingtypduplicatingdupoccupationaloccveterinaryveteconoiceconofficeofcvocationalvoc						
developmentdev/develmtmanagerialmgrltelecommunicationtelecommdevelopmentaldevelmtlmechanicalmechteletypewriterTWXdisabilitydismedicalmedtelevisionTVdispatchdispmembermbrtrainingtrngdistrictdistmonthmotransactionstransdivisiondivmountainmttransportationtranspdraftingdrftgnonsupervisorynonsupvrytypingtypduplicatingdupoccupationaloccveterinaryveteconoiceconofficeofcvocationalvoc		'.	<u> </u>	•		
developmentaldevelmtlmechanicalmechteletypewriterTWXdisabilitydismedicalmedtelevisionTVdispatchdispmembermbrtrainingtrngdistrictdistmonthmotransactionstransdivisiondivmountainmttransportationtranspdraftingdrftgnonsupervisorynonsupervytypingtypduplicatingdupoccupationaloccveterinaryveteconoiceconofficeofcvocationalvoc						
disabilitydismedicalmedtelevisionTVdispatchdispmembermbrtrainingtrngdistrictdistmonthmotransactionstransdivisiondivmountainmttransportationtranspdraftingdrftgnonsupervisorynonsupvrytypingtypduplicatingdupoccupationaloccveterinaryveteconoiceconofficeofcvocationalvoc						
dispatchdispmembermbrtrainingtrngdistrictdistmonthmotransactionstransdivisiondivmountainmttransportationtranspdraftingdrftgnonsupervisorynonsupvrytypingtypduplicatingdupoccupationaloccveterinaryveteconoiceconofficeofcvocationalvoc						
districtdistmonthmotransactionstransdivisiondivmountainmttransportationtranspdraftingdrftgnonsupervisorynonsupervisorytypingtypduplicatingdupoccupationaloccveterinaryveteconoiceconofficeofcvocationalvoc						
divisiondivmountainmttransportationtranspdraftingdrftgnonsupervisorynonsupervisorytypingtypduplicatingdupoccupationaloccveterinaryveteconoiceconofficeofcvocationalvoc						_
drafting						
duplicating						
econoic econ office ofc vocational voc		•				
education ed/educ officer off/ofcr					vocational	VOC
	education	.ed/educ	officer	ott/ofcr		